

17—5.9 (231) General reporting requirements.

5.9(1) Each area agency on aging shall submit program and financial reports to comply with federal and state program requirements.

5.9(2) Each area agency on aging shall be responsible for the following:

- a.* Gathering accurate information necessary to complete reports;
- b.* Completing reports on forms or in a format prescribed by the department; and
- c.* Submitting reports or data to the department on or before the established due dates. The established due dates for reports shall be listed in the area plan, the department's service and fiscal reporting manual, or in an IAPI.

5.9(3) Each area agency on aging shall be solely responsible for obtaining and reporting necessary information from subgrantees, contractors and subcontractors.

5.9(4) Failure to submit complete and accurate program or financial reports by the established due dates, even if waiver is granted, may subject the area agency on aging to remedies provided in rule 17—5.14(231).

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